



## Guidelines for applicants for designations as FAO Reference Centres for Specific Thematic Areas

1. Name and address of the institute (email address, website, fax and phone numbers).
2. Name and contact information of the director/head of the institute.
3. Legal status and governance arrangements of the institute, specifying in particular whether the institute is a government or public institution.
4. Source of funding.
5. Number of staff members, including expert(s) in the relevant field with brief curriculum vitae.
6. Mandate, areas of expertise and activities of the institute.
7. Examples of timely technical support to other institutions, reference centres and countries in regard to the area of expertise, including joint/collaborative projects.
8. Academic and field training provided at national and international levels in the past three years. List of languages by which training can be provided.
9. Applied and academic research activities spanning various aspects in the area of expertise. Indicate national and international collaborations particularly with developing countries.
10. List of abstracts and peer-reviewed publications concerning the area of expertise during the last three (3) years.
11. The extent and history of collaborations with FAO (projects, consultations, training, technical and scientific advice etc.)
12. List the proposed areas of collaboration for the designation as FAO Reference Centre, aligned with the demonstrated expertise of your institute.
13. Anticipated benefits and envisaged future collaboration with FAO as an FAO Reference Centre.
14. Any other relevant information.

Together with the application, please also send the signed Declaration of Interest.

Kindly note that designations will be governed by the Terms and Conditions of the Designation to be signed by FAO and your institute. The text of these Terms and Conditions is available here:  
<https://www.fao.org/animal-health/fao-reference-centres/evaluation-criteria/>

For any correspondence related to this matter, please write to:

For applications relating to animal production, health and disease: [NSA-Reference-Centre@fao.org](mailto:NSA-Reference-Centre@fao.org)